

CAROLINE SEVERANCE APARTMENTS

2914 West 8th Street
Los Angeles, California 90005

Targeted Population -
Homeless and Chronically Homeless Adults and Families

48 - MHSA Units:

- 30 One Bedroom Units Targeting Single Adults
- 18 Multi-bedroom Units Targeting Families



Tenant Eligibility Criteria for MHSA UNITS:

- Annual household income of 30% Area Median Income or less (\$17,730 or less for 1 person and \$20,250 or less for 2 persons)
- Must meet the Federal definition of “homeless” or “chronic homelessness”¹
- Must be certified by Department of Mental Health – Housing Policy and Development
- Certification application along with other required documents must be submitted by case manager

Caroline Severance Manor is an 85-unit permanent supportive housing development located in Los Angeles. This project will provide 48 MHSA funded units for homeless and chronically homeless adults and families who meet the aforementioned eligibility criteria. ***Caroline Severance Manor will include one, two, three and four bedroom units, with the following amenities: refrigerator, stove, garbage disposal, dishwasher and window blinds.***

Effective immediately Housing Policy & Development (HP&D) will begin accepting Certification Application Packets for Caroline Severance Manor. HP&D will process certification applications within 10 business days including faxing a copy of the approved certification to the referring agency and to property management. **PLEASE GO TO DMH WEBSITE, (www.dmh.lacounty.gov)**, for details along with other required documents. Mercy Housing will accept rental applications beginning October 1, 2013 and ending on October 31, 2013. In addition, Mercy Housing will conduct a lottery to determine the order in which to process the received applications.

HOW TO APPLY:

1. If the prospective tenant meets the eligibility criteria listed above at time of move-in, the case manager should download and complete the MHSA Housing Certification Application, verification of homeless form and, if applicable, the certification of residency and the Authorization for Request or Use/Disclosure of Protected Health Information (PHI Release Form) or the referring agency's authorization form. Move-in is projected for January, 2014.
2. Fax the Certification Application forms to HP&D (213) 637-2336, **ATTN: Housing Coordinator**. Once processed, HP&D will fax a confirmation of the certification to the referral source (client's case manager) identified on the MHSA Housing Certification Application form.
3. You will be contacted by Mercy Housing to continue the application process.



¹Federal Definition of Homelessness –

1. an individual who lacks a fixed, regular, and adequate nighttime residence; and
2. an individual who has a primary nighttime residence that is -
 - A. a supervised publicly or privately operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill);
 - B. an institution that provides a temporary residence for individuals intended to be institutionalized; or
 - C. a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.

Federal Definition of Chronic Homelessness –

1. 365 consecutive days or one continuous year of HUD homelessness; OR
2. 4 episodes of HUD homelessness in 3 years
3. must have a disability

